



Rugeley Town Council

Minutes of a meeting of the Rose Committee held at the Rugeley Town Council Offices, Taylor's Lane, Rugeley, at 7:00 pm Wednesday 05 April 2017.

PRESENT: Councillors: R. Alexander
Mrs A. Cooney
R. Dipple
D. Gaye (Vice-Chair)
C. Green
Ms S. Whitehouse

ALSO PRESENT: Mrs R S Mason – Assistant Town Clerk
Mrs L. T. Goode – Theatre Manager

Min No	Item	Action
1 1.1	Apologies Apologies were accepted from Councillor Mrs P. Ansell.	
2 2.2	Declarations of Interest No Declarations of Interest.	
3 3.1 3.2	Minutes The minutes of the Rose Committee held on 01 March 2017 were approved as a true and correct record. Resolved: That The minutes be adopted by Full Council as a true and correct record. This proposed by Councillor C. Green and seconded by Councillor Mrs A. Cooney.	

Signed:

Rose Theatre Committee

Date:

3/5/2017

4	Matters Arising From The Minutes	
4.1	The Committee asked how the decorating was going on. The Theatre manager explained that she would be going shopping for the paint as soon as time allows.	TM
4.2	The Committee also asked how the website was progressing. The Assistant Town Clerk explained that they wording was done it was just awaiting the photographs.	TM/ATC
5	To Discuss Requirements of Rose Theatre – Manager’s Report	
5.1	<u>First Aid Training:</u> The Theatre Manager explained she had been approached by Jola Medical to use the Theatre as a training centre at a reduced cost of £15 per hour and they would provide First Aid refresher courses for free to Council Staff.	
5.2	It was proposed that Jola Medical be allowed to book the theatre providing that First Aid training was offers to Town Council Staff. Proposed: Cllr A Clooney; Seconded: Councillor R. Dipple	
5.3	It was recommended that the booking from Jola Medical of room hire for £15 per hour for First Aid Training Courses be accepted with the agreement they provide First Aid refresher courses for the Town Council staff.	TM
5.4	<u>Manual Handling:</u> The Committee noted that the Manual Handling Training had been completed.	
5.5	<u>Request For Senior Bar Staff</u> A request was made to increase the Bar Staff hourly rate should they be required to cover for the Theatre Manager. The Theatre Manager explained that this happens rarely and would only be for the hours she worked at the event itself. The Committee discussed the report and Councillor Mrs A. Cooney	
5.6	It was proposed that when the Bar Staff member Mrs K. Deckx deputises for the Theatre Manager at events due to the Theatre Manager being on annual leave or due to sickness, her hourly rate increases to £8.50 per hour whilst she is in attendance at the event. This was seconded by Proposed: Cllr A Clooney; Seconded: Cllr Gaye	

Signed: 

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5.7	It was recommended that the Bar Staff member Mrs K. Deckx deputises for the Theatre Manager at events due to the Theatre Manager being on annual leave or due to sickness her hourly rate increases to £8.50 per hour whilst she is in attendance at the event.	TM/ATC
5.8	<u>Art Course and Exhibition</u> The Theatre Manager requested that the Theatre hosts the Art Course and Exhibition during the Half Term Holidays Monday – Thursday as done last year. On the Thursday evening there would be an exhibition of those who attended work.	
5.9	It was proposed that proposed that the Art Course and Exhibition is held in the October Half Term from the Monday to Thursday, with the Exhibition of the work done through the course on the Thursday evening. Proposed: Cllr O'Looney; Seconded: Cllr Dipple	
5.10	It was recommended that the Art Course and Exhibition is held in the October Half Term from the Monday to Thursday, with the Exhibition of the work done through the course on the Thursday evening.	
5.11	<u>Folding Chairs</u> It was noted that chairs had been purchased to replace the some of the broken chairs which had originally purchased in 2008.	TM
6	Date of Next Meeting	
6.1	The date of the next meeting is Wednesday 3rd may 2017.	

Signed:

Rose Theatre Committee

Date:

3/5/2017

